



PUBLIC NOTICE

FEDERAL COMMUNICATIONS COMMISSION

445 12th STREET, S.W.

WASHINGTON, D.C. 20554

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August 2, 1999

FY 1999 Cable Television System Regulatory Fees

The Federal Communications Commission issues this Public Notice in order to provide information concerning the payment of regulatory fees in FY 1999. If you are an operator of a cable television system or a licensee of a cable television relay service (CARS) or broadcast auxiliary service, you should carefully review this Public Notice.

WHO MUST PAY REGULATORY FEES IN FY 1999

Cable television systems operating on December 31, 1998, must pay regulatory fees per subscriber in FY 1999. Governments and nonprofit entities (exempt under Section 501 of the Internal Revenue Code) are not required to pay regulatory fees and should not submit payment. *The Commission requires that each exempt entity submit, or have on file with the Commission, a current IRS Determination Letter documenting its nonprofit status, a certification of governmental authority, or certification from a governmental authority attesting to its exempt status.* All cable television systems must pay regulatory fees of \$0.48 per subscriber for each community unit in which it operates. Additionally, each licensee of a CARS facility operating on October 1, 1998, must pay a \$55.00 fee for each CARS license held and, if applicable, a \$12.00 fee for each Broadcast Auxiliary Service license held. Responsibility for payment of that fee rests with the current holder of the permit or license at the time payment is due. A regulatee is responsible for summing all of its services in order to determine if a fee is due. If the sum of all services owned is less than \$10, then the regulatee is exempt from paying the fee.

WHY THE COMMISSION MUST COLLECT REGULATORY FEES

The requirement to collect annual regulatory fees from cable television systems is contained in Public Law 103-66, "The Omnibus Budget Reconciliation Act of 1993." These regulatory fees, which are likely to change each fiscal year, are used to offset costs associated with the Commission's enforcement, public service, international and policy and rulemaking activities. These fees are in addition to any application processing fees associated with obtaining a license or other authorization from the Commission.

WHEN FEES WILL BE DUE

Fee payments must be received by the Commission during the period beginning September 13, 1999, and ending September 22, 1999. Any payments not received at Mellon Bank by 11:59 p.m., September 22, 1999 will be assessed a 25% late payment fee.

TYPE OF FEE	REGULATORY FEE PAYMENT	FEE CODE
Cable System Subscriber Fee	\$0.48 per subscriber	TOC9
CARS License	\$55 per license	TQC9
Broadcast Auxiliary Services License	\$12 per license	MUB9

FCC FORM 159

Regulatory fee payments must be accompanied by FCC Form 159 ("FCC Remittance Advice"), dated July 1997. A copy of this form, with specific instructions, is attached to this Public Notice and may be used to submit fees. Reproduced forms are acceptable. Please see "Special Instructions for Completing FCC Forms 159 and 159-C" for detailed information on how to correctly complete these forms. Unless you are submitting your information on diskette, you must list each community unit and/or each call sign separately on Forms 159/159-C. Written attachments are not acceptable. Failure to properly complete FCC Form 159/159-C will delay the processing of your regulatory fee payment.

Any regulatee paying for more than 25 entities may do so by submitting the Form 159 information on diskette. Information on how to file electronically on diskette will be made available on a subsequent public notice.

WHERE TO SEND REGULATORY FEE PAYMENTS

If sending your regulatory fee payment by mail, please address your envelope as follows:

**Federal Communications Commission
Regulatory Fees
P.O. Box 358835
Pittsburgh, PA 15251-5835**

If you prefer to send your regulatory fee payment by courier to our lockbox bank, you may do so 24 hours per business day (except Federal or bank holidays). Please address your envelope and deliver it to the following address:

**Federal Communications Commission
c/o Mellon Bank
Three Mellon Bank Center
525 William Penn Way
27th Floor, Room 153-2713
Pittsburgh, PA 15259-0001
(Attention: FCC Module Supervisor)**

METHOD OF PAYMENT

Regulatory fee payments may be made by check, money order, or by credit card (Visa or Mastercard only). When paying by credit card, please make sure you complete and sign block 28 of FCC Form 159. Payments may also be made by wire transfer or ACH Debit. Instructions are provided below.

NOTE: We encourage arrangements to consolidate regulatory fee payments either by a single entity or by different entities into a single payment instrument. Consolidated fee payments may cover any number of service categories. Payers who will be making a single payment for a significant number of entities and wish to submit their payment information on diskette in lieu of submitting a large number of FCC Forms 159-C ("Advice Continuation Sheets") may do so. Specific instructions regarding diskette submission will be issued separately. No more than twenty-five (25) Form 159-C's should be manually submitted for payment. If more than twenty-five (25) Form 159-C's are to be submitted, we encourage the public to file the information on diskette. Only properly filled out Form 159's or diskettes will be accepted. Attached listings of call signs or other identifiers will not be accepted.

WIRE TRANSFER PAYMENT INSTRUCTIONS

A wire transfer is a transaction that you initiate via your bank. It authorizes your bank to wire funds from your account to our lockbox bank, the Mellon Bank in Pittsburgh, PA. All payments made by wire transfer must be supported by a completed FCC Remittance Advice (FCC Form 159) and Advice Continuation Sheet (FCC Form 159-C), if required. The FCC Form 159 must be faxed to Mellon Bank at (412) 236-5702 at least one hour before the wire transfer on the same business day. Indicate on the top of the FCC Form 159 "Wire Transfer - Regulatory Fee Payment." In the Box (1) - Lockbox#, located at the upper left hand corner, indicate "358835." **Failure to submit the completed FCC Form 159 will result in a delay in crediting your account. Due to Federal Reserve regulations, wire transfers received after 6:00 p.m. (EDT) will be credited the next business day.**

The following information should be provided to your bank to complete the wire transfer:

ABA Routing Number 043000261
Receiving Bank: Mellon Pittsburgh
BNF: FCC/ACV--9116106
OBI Field: (Skip one space between each information item)
"REGULATORYPAY"
PAYER TIN (Exactly as on FCC Form 159, Block #25)
PAYER NAME (Exactly as on FCC Form 159, Block #2)
Phone: (Daytime Phone #, exactly as on FCC Form 159, Block #9)
LOCKBOX 358835

ACH DEBIT PAYMENT INSTRUCTIONS

If you are interested in using Mellon's Customer Initiated Payment Program (CIP), a brief application form must be completed and a personal identification number (PIN) issued by the bank. Arrangements for using this process must be completed 14 days prior to submitting payment of the regulatory fee. After you have been set up for this program, you have until September 21, 1999 to submit payment to ensure processing by the deadline of September 22, 1999. Please contact the Credit and Debt Management Center at (202) 418-1995 to request the Customer Initiated Payment Program Package.

COMPLIANCE

Please make sure your total remittance and the amount indicated on the FCC Form 159 are in agreement. Failure to do so will delay processing. Cable television systems are solely responsible for accurately accounting for all CARS and Broadcast Auxiliary Service licenses, as well as the number of subscribers within each community unit, and for paying the proper regulatory fees. Any data omission, erroneous or incomplete data submission, or payment deficiency may result in a **25% monetary penalty**, dismissal of pending actions, and/or revocation of any authorization. You are strongly urged to submit your payment on time and accurately in order to avoid a penalty. Additionally, the Commission will invoke any lawful authority it may possess under the Debt Collection Act to collect any fees due or outstanding against any cable television system failing to meet its regulatory fee payment obligations.

WAIVERS, REDUCTIONS AND DEFERMENTS OF REGULATORY FEES

The Commission will consider requests for waivers, reductions or deferments of regulatory fees, in extraordinary and compelling circumstances only, upon a showing that such action overrides the public interest in reimbursing the Commission for its regulatory costs. Your regulatory fee must be paid by the due date even if a request is made for a waiver or reduction. This will ensure efficient collection in situations where a waiver or reduction is not warranted and will allow the requestor to avoid a **25% late-payment penalty** if its request is denied. The regulatory fee will be refunded if the request is granted. Only in exceptional or compelling instances (where payment of the regulatory fee with the waiver or reduction request could result in the reduction of community service or financial hardship to the regulatee or licensee) will the Commission accept a petition to defer payment for a waiver or reduction request. All requests for deferments must be received before September 22, 1999, to avoid the **25% late-payment penalty**. Please submit your written request for waiver

or reduction to the following address:

Office of the Managing Director
Federal Communications Commission
445 12th Street, S.W., Room 1-A625
Washington, D.C. 20554
attn: Regulatory Fee Waiver/Reduction Request

However, submit your regulatory fee payment to the address on page 2 of this Public Notice.

ADDITIONAL INFORMATION

Applicable Public Notices, and FCC Forms 159 and 159-C are available from the Commission's Office of Public Affairs, Public Service Division or can be downloaded from the Internet (<http://www.fcc.gov> or <ftp://ftp.fcc.gov>). Text of the Report and Order including the entire Schedule of Regulatory Fees can also be downloaded from the Internet. Forms may also be obtained by contacting the Forms Hotline at (800) 418-3676 outside the Washington, D.C. area, or (202) 418-3676 locally. For more information, please contact the Public Service Division at (202) 418-0192, or write to: Federal Communications Commission, Office of Public Affairs, ATTN: Public Service Division, 445 12th Street, S.W., Washington, D.C. 20554.

PAYMENT PROCEDURES FOR CABLE TELEVISION SYSTEMS

Subscriber Fees

All cable television systems are subject to a fee of \$0.48 per subscriber¹. A system's total subscriber fee can be determined by multiplying \$0.48 times the number of subscribers as of December 31, 1998, within all community units in which it operates as defined below. You may pay for multiple community units with a single payment instrument as long as the community units are all part of the same cable system or part of a group of commonly-owned cable systems.

CARS and Broadcast Auxiliary Licenses

Cable systems holding CARS licenses must pay a regulatory fee of \$55.00 for each CARS license and, if applicable, a regulatory fee of \$12.00 for each Broadcast Auxiliary Service license held as of October 1, 1998.

NOTE: One payment may be submitted for all regulatory fee obligations (i.e., "subscriber fees" and all Cable Television Relay Service and Broadcast Auxiliary Service licenses).

Payment Due Date

All regulatory fee payments for cable television systems must be received at the Commission during the

¹ Number of Subscribers In a Community Unit = Number of single family dwellings + Number of individual households in multiple dwelling units (e.g., apartments, condominiums, mobile home parks, etc.) paying at the basic subscriber rate + Number of bulk-rate customers + Number of courtesy and free service. (NOTE: Bulk-Rate Customers = total annual bulk rate charge ÷ basic annual subscription rate for individual households).

period beginning September 13, 1999, and ending September 22, 1999. Any payments not received by Mellon Bank by 11:59 p.m., September 22, 1999 will be assessed a 25% late fee.

SPECIAL INSTRUCTIONS FOR COMPLETING **FCC FORMS 159 AND 159-C**

FCC Form 159 ("FCC Remittance Advice") and, as necessary, FCC Form 159-C ("Advice Continuation Sheet") must accompany all regulatory fee payments. FCC Form 159 allows payers to report information on one or more payment items (e.g., multiple community units, CARS licenses, Broadcast Auxiliary Service licenses, or any combination). Use FCC Form 159-C to report additional community units or licenses.

FCC Forms 159 and 159-C have been attached to this Public Notice for you to complete and remit with your payment. Payers filing electronically must include information equivalent to the items on the FCC Forms 159 and 159-C. You may make additional copies of the forms as required. In addition to the instructions for FCC Form 159, the following information applies specifically to cable television payers:

Block (10) - "Telephone Number":

- ▶ Enter the telephone number of the individual responsible for submitting the payment and supporting FCC Form 159 and Form 159-C.

Block (19) - "FCC CALL SIGN/OTHER ID":

- ▶ Enter your community unit identification number for reporting subscribers in each community unit within your system.
- ▶ Enter your call sign for CARS or Broadcast Auxiliary Service licenses.

Block (20) - "PAYMENT TYPE CODE":

- TOC9:** Use this code when paying a subscriber fee (\$0.48 per subscriber). Please note that subscriber information must be provided for each community unit in which the system is operated.
- TQC9:** Use this code when making a regulatory fee payment for a CARS license (\$55.00 per license).
- MUB9:** Use this code when making a regulatory fee payment for a Broadcast Auxiliary Services license (\$12.00 per license).

Block (21) - "QUANTITY":

- ▶ For subscriber fees (payment type code TOC9) enter the number of subscribers within each community unit. For CARS or Broadcast Auxiliary Service licensees, enter "1" in this block.

Block (22) - "FEE DUE":

- ▶ For subscriber fees (payment type code TOC9), multiply the amount in Block 21 ("Quantity") by \$0.48 and enter the result here. **Round down to the nearest whole dollar.**
- ▶ For CARS licenses (payment type code TQC9) enter \$55.00.
- ▶ For Broadcast Auxiliary Service licenses (payment type code MUB9) enter \$12.00.

Block (23) - "FCC CODE 1":

- ▶ LEAVE BLANK.

Block (24) - "FCC CODE 2":

- ▶ For subscriber fees only (i.e., payment type code TOC9), provide the name of the community unit.

Block (25) - "PAYER TIN":

- ▶ Enter the fee payer's nine digit Taxpayer Identification Number.

Block (26) - "APPLICANT TIN":

- ▶ If different from payer, enter the applicant's nine digit Taxpayer Identification Number.

Block (27) - "CERTIFICATION":

- ▶ Provide the printed name and signature of an individual owner/licensee or officer attesting to the accuracy and completeness of the information supplied.

Please remember to include a daytime telephone number so that the Federal Communications Commission can contact you if questions arise regarding your payment.

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